

STATE OF ILLINOIS, CIRCUIT COURT _____ COUNTY		NOTICE OF COURT DATE FOR REQUEST FOR CERTIFICATE OF GOOD CONDUCT	<i>For Court Use Only</i>
Instructions ▼			
Directly above, enter the name of county where you will file the case.			
Enter your name and birth date. List any other names you used when arrested on the cases listed on this form.			
If the Clerk gave you a new case number, enter it to the right.			

<p>In 1, enter the county and address of the State's Attorney's office that prosecuted your cases.</p>	<p>1. To: _____ County State's Attorney Office:</p> <p style="margin-left: 100px;">_____ <i>County</i></p> <hr/> <p style="margin-left: 100px;">_____ <i>Street Address</i> _____ <i>City</i> _____ <i>State</i> _____ <i>Zip</i></p>
<p>In 2, enter the name of the county where you are filing your <i>Request</i>.</p>	<p>2. I have filed a <i>Request for Certificate of Good Conduct</i> with the Clerk of the Circuit Court of _____ County, Illinois.</p> <p style="margin-left: 100px;">_____ <i>County Name</i></p>
<p>DO NOT fill out Section 3. The Circuit Clerk will complete.</p>	<p>3. The court date for my <i>Request</i> is: _____</p> <p style="margin-left: 100px;">_____ <i>Date</i> _____ <i>Time</i> _____ <i>Courtroom</i></p>

Proof of Delivery

1. I am sending the *Notice of Court Date for Request for Certificate of Good Conduct* and the *Request for Certificate of Good Conduct*
2. At or before 5:00 P.M. on: _____
3. To the County State's Attorney Office listed in Section 1

By: ☐ Personal hand delivery

☐ Regular, First-Class Mail, put into the U.S. Mail with postage paid at:

_____ *Address of Post Office or Mailbox*

☐ Third-party commercial carrier, with delivery paid for at:

_____ *Name (for example, FedEx or UPS) and office address*

☐ The court's electronic filing manager (EFM) or an approved electronic filing service provider (EFSP)

☐ Email (*not through an EFM or EFSP*)

☐ Mail from a prison or jail at:

_____ *Name of prison or jail*

Under the Code of Civil Procedure, [735 ILCS 5/1-109](#), making a statement on this form that you know to be false is perjury, a Class 3 Felony.

If you are completing this form on a computer, sign your name by typing it. If you are completing it by hand, sign and print your name.

I certify that everything in the *Notice of Court Date for Request for Certificate of Good Conduct* is true and correct. I understand that making a false statement on this form is perjury and has penalties provided by law under [735 ILCS 5/1-109](#).

/s/

Your Signature

Street Address

Print Your Name

City, State, ZIP

Telephone